

Liberty Library Building Use Policy

The Liberty Library will be available to area individuals and organizations for meetings and programs during times when it is not otherwise being used for library activities. Library events have priority for use of the building.

Permitted Uses: Library access is granted to all on an equal basis regardless of doctrine. Library sponsorship of, or permission to hold, any meeting, presentation or other use of its facility does not constitute an endorsement of the users' policies or beliefs. Revenue-generating activities hosted by for-profit entities are not allowed. Profit-making organizations sponsoring an educational program of a non-profit nature will be permitted to use the building provided the meetings are open without fee to the general public.

Fee: While there is no fee for use of the Library, please be aware that the Library does incur additional expense; such as heat, lights, and cleaning. ***If you are able, please consider a tax-deductible donation to help defray these costs.***

Food and drink: Refreshments may be served and shall be provided by the user(s). Use of tobacco products, vaping products, and/or alcohol are not permitted in the building or anywhere on library grounds.

Clean up: The Library must be left clean and in good order. Users are responsible for straightening after each use: replace table and chair configuration; wipe off tables; clean kitchen and appliances that were used; clean floor; turn off lights (light in kitchen area should be left on); and lock doors. A vacuum and cleaning supplies are available for user(s). User(s) is responsible for removal of trash from the building and will be responsible to pay for any clean-up or damages to the facility.

Security and Supervision of Children: The library does not assume any liability for groups or individuals attending a program at the library. User(s) of the library is personally responsible for all injuries, damage, theft or vandalism that may occur during or as a result of the event. If using the Children's Room on the top-floor, user(s) is expected to have adequate supervision (at least 2 adults) so that an adult is available to supervise children on both floors.

Request Use: Arrangements for use of the library will be handled by the library director. Permission must be granted by the director before using library computers or AV equipment and the director should be informed of equipment or supplies that will be brought to the Library by any group or individual attending.